

ALTON CITY COUNCIL MEETING
Minutes of Regular Session
Tuesday, January 9, 2018

Mayor Schutt called the meeting to order at 6:00 P.M. with Council members Jorgensen, Kleinhesselink, Plathe, Vande Griend and Zenor present. Also present was Dale Oltmans.

Motion by Kleinhesselink and second by Zenor to approve the agenda. Ayes 5

Motion by Jorgensen and second by Vande Griend to approve the consent agenda, including minutes from the December 12, 2017 meeting. Ayes 5

JANUARY 2018 ACCOUNTS PAYABLE

| <u>VENDOR</u> | <u>PRODUCT/SERVICE</u> | <u>AMOUNT</u> |
|--------------------------------|-----------------------------|---------------|
| A & M LAUNDRY INC | LAUNDRY SERVICE | \$40.39 |
| AFLAC | AFLAC-PRE-TAX | \$497.33 |
| AG PARTNERS | DIESEL | \$1,794.36 |
| JASON ALBERS | REBATE | \$725.00 |
| AMERICAN STATE BANK | FED/FICA TAX | \$7,793.19 |
| ANALYTICAL & CONSULTING | COMPLIANCE TESTING | \$144.17 |
| ARNOLD MOTOR SUPPLY | GREASE | \$19.43 |
| BOMGAARS | SUPPLIES | \$328.77 |
| CITY OF ORANGE CITY | LAW ENFORCEMENT | \$44,458.78 |
| CLAYTON ENERGY CORPORATION | GAS RESERVATION | \$10,121.53 |
| CLAYTON ENERGY CORPORATION | GAS TRANSPORTATION | \$60,016.66 |
| LES COE | ENERGY REBATE | \$325.00 |
| CONNECTIONS INC | EMPLOYEE ASSISTANCE PROGRAM | \$81.27 |
| DATA TECHNOLOGIES, INC. | TAX FORMS | \$110.54 |
| DEARBORN NATIONAL LIFE INS | GROUP INSURANCE | \$1,773.53 |
| DEWILD GRANT RECKERT | 5TH AVE PAVING | \$4,430.40 |
| FASTENAL | SUPPLIES | \$42.73 |
| FOREMAN TIRE SERVICE | SKID LOADER TIRE | \$97.95 |
| GAS PRODUCTS SALES INC | REGULATORS, METER BARS | \$174.83 |
| GLOBAL AQUACULTURE SUPPLY | ENERGY REBATE | \$17,987.00 |
| GROEBNER & ASSOCIATES INC | TAPE | \$221.73 |
| HAWKE & CO AG SERVICES | LOADER REPAIR | \$1,906.60 |
| HERONEMUS GRETCHEN | UTILITY METER REFUND | \$91.97 |
| IOWA INFORMATION | AD | \$95.00 |
| IOWA ONE CALL | LOCATES | \$21.60 |
| IOWA STATE TREASURER | STATE TAX | \$1,239.00 |
| IPERS COLLECTIONS | IPERS | \$4,534.53 |
| JILG, THOMAS | REBATE | \$16.00 |
| KRIZ-DAVIS CO. | VINYL TAPE | \$153.30 |
| MID AMERICAN ENERGY | STREET LIGHTS | \$222.19 |
| MID SIOUX OPPORTUNITY | PROJECT SHARE | \$20.00 |
| MIKES WELDING & REPAIR | SUPPLIES | \$136.15 |
| MISSOURI RIVER ENERGY SERVICES | RATE STUDY | \$7,000.00 |
| MISSOURI RIVER ENERGY SERVICES | ELECTRIC | \$67,764.55 |
| MOUW MOTOR | MAINTENANCE | \$605.40 |
| MUNICIPAL UTIL-BILLS | UTILITIES | \$1,860.74 |
| NCC | EMT TRAINING | \$1,400.00 |
| NEAL CHASE LUMBER CO | SUPPLIES | \$212.27 |
| OLDENKAMP KENNELS | KENNELING | \$60.00 |
| ORANGE CITY SANITATION | GARBAGE HAULING | \$6,614.60 |
| PAYROLL CHECKS | DECEMBER 17 PAYROLL | \$23,939.63 |

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|-------------------------------|---------------------------|---------------------|
| PLUIM PUBLISHING CO., INC. | SUBSCRIPTION | \$28.00 |
| SIOUX COUNTY SHERIFF | SIOUX COUNTY COMM CENTER | \$7,294.00 |
| SIOUXLAND PRESS | PUBLICATIONS | \$269.20 |
| T & L TOOLS | TOOLS | \$335.75 |
| THOMPSON AUTOMATION | SOUTH LIFT STATION | \$352.00 |
| TOWN & COUNTRY IMPLEMENT | BACKHOE REPAIR | \$3,138.07 |
| TREASURER - STATE OF IOWA | SALES TAX | \$4,286.00 |
| TRITECH | AMBULANCE BILLING | \$115.50 |
| BILLIE TYLER | ENERGY REBATE | \$108.00 |
| U. S. POSTMASTER | POSTAGE | \$500.00 |
| UTILITY EQUIPMENT CO. | WIRE BOX, MAGNETIC LIFTER | \$483.54 |
| QUINTIN VAN-ES | ANNUAL ZONING FEES | \$1,037.50 |
| VISA | SUPPLIES & TRAINING | \$511.94 |
| VERIZON | CELL PHONES | \$198.09 |
| WELLMARK BLUE CROSS/BLUE SHLD | GROUP INSURANCE | \$7,624.18 |
| WESCO DISTRIBUTION, INC. | WIRE LUBE | \$134.82 |
| WEST IOWA TELEPHONE | TELEPHONE, FAX, INT | \$559.82 |
| WILLIAMS & CO | AUDIT | \$600.00 |
| ZIEGLER | REPAIRS | \$342.48 |
| | TOTAL ACCOUNTS PAYABLE | <u>\$296,997.01</u> |

Liquor License: Casey's General Store submitted a request for renewal of their liquor license including Sunday sales.

Motion by Jorgensen and second by Kleinhesselink to approve the liquor license with Sunday sales for Casey's General Store. Ayes 5

Planning and Zoning: Comprehensive Plan, Code of Ordinances, and Zoning Ordinances

Oltmans presented a quote for services for NWIPDC to complete the Code of Ordinances, and to assist with drafting an updated Comprehensive Plan and Zoning Ordinances.

RESOLUTION 18-1 "RESOLUTION REQUESTING ASSISTANCE OF THE NORTHWEST IOWA PLANNING AND DEVELOPMENT COMMISSION" was introduced and moved for adoption by Council Member Zenor Vande Griend seconded the motion to adopt.

Upon roll call vote, the following was recorded:

Ayes: Jorgensen, Kleinhesselink, Plathe, Vande Griend, and Zenor

Nays: None

Absent: None

Whereupon the Mayor declared the Resolution duly adopted.

Economic Development: A potential business is inquiring about incentives for a building. Oltmans presented the Council with several options that the City has used in the past.

After discussion, consensus of the Council was to approve establishing an Urban Revitalization Area which would allow the City to provide a three year tax abatement to the prospective business as the City has done for several other businesses in the past. Council directed staff to begin the process to establish an Urban Revitalization Area.

Personnel

Oltmans presented an update to the existing resolution concerning additional compensation by adding Crane Operator.

RESOLUTION 18-2 “A RESOLUTION OF THE CITY COUNCIL OF ALTON, IOWA, ADDING ADDITIONAL COMPENSATION FOR ACHIEVING AND MAINTAINING CERTIFICATIONS”

was introduced and moved for adoption by Council Member Kleinhesselink Plathe seconded the motion to adopt.

Upon roll call vote, the following was recorded:

Ayes: Jorgensen, Kleinhesselink, Plathe, Vande Griend, and Zenor

Nays: None

Absent: None

Whereupon the Mayor declared the Resolution duly adopted.

Oltmans also presented several options to provide additional compensation to the staff working additional time to perform the Deputy Clerk duties while that employee is on Leave of Absence.

Motion by Zenor and second by Jorgensen to approve compensating additional hours in December with Comp Time and for hours worked over regularly scheduled hours thereafter to pay half the difference in pay between the two positions until the Deputy Clerk returns to full duty.

Budget: Oltmans reviewed the proposed Capital Projects Plan with the Council.

Motion by Vande Griend and second by Jorgensen to approve Capital Projects Plan as presented. Ayes 5

Property Purchase: A property owner approached the City to offer to sell their property to the City. Oltmans presented the Council with the asking price.

Council left the meeting, toured the property, and returned. Consensus was to purchase the property. City Attorney will draft a First Right of Refusal and Staff will prepare other documents necessary. Council will proceed at with the purchase at a later meeting.

OTHER BUSINESS:

Motion by Kleinhesselink and second by Plathe to adjourn the meeting at 7:00 PM. Ayes 5

Mayor
Brian E. Schutt

City Clerk/Administrator
Dale Oltmans

December Revenue

| | | | |
|------------------------|-------------|------------------------|---------------------|
| General Fund | \$28,414.95 | LMI Housing | \$41.29 |
| RUT Fund | \$12,179.18 | Capital Streets Fund | \$14,335.00 |
| Employee Benefits Fund | \$1,980.16 | Capital Parks & Trails | \$6.01 |
| Local Option Fund | \$12,899.50 | Water Fund | \$19,911.38 |
| TIF - Industrial Park | \$10,907.32 | Sewer Fund | \$17,137.59 |
| FVM2 – Phase 1 TIF | \$603.56 | Electric Fund | \$97,414.12 |
| Debt Service Fund | \$10,791.14 | Gas Fund | \$156,950.52 |
| Capital Equipment Fund | \$3,750.06 | Storm Water Fund | \$2,604.88 |
| | | Total Receipts | \$389,926.66 |